

29 March 1974

Mr. Chester A. Newland, Director
Federal Executive Institute
Route 29 North
Charlottesville, Virginia 22903

Dear Chet:

I am returning a signed copy of the Shared Facilities Agreement covering four enrollments in four sessions of the Senior Executive Education Program and eight enrollments in four classes of the Executive Leadership and Management Program to be offered during fiscal year 1975.

Billing for the fiscal year costs may be addressed to the Registrar, Office of Training, Central Intelligence Agency, Washington, D.C. 20505, on or after 1 July 1974.

Sincerely,

(SIGNED)

Alfonso Rodriguez
Director of Training

Enclosure

25X1A

ES-TSB: [REDACTED]:maq (27 Mar 74)

Distribution:

- Orig - Adse w/Encl
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U. S. CIVIL SERVICE COMMISSION
FEDERAL EXECUTIVE INSTITUTE
SHARED TRAINING FACILITIES AGREEMENT
FOR FISCAL YEAR 1975

The Central Intelligence Agency agrees to pay in advance
(Name of Department or Agency)
to the U. S. Civil Service Commission the sum of \$18,800.00 to be
deposited in a Revolving Fund authorized by 5 U.S.C. 1304(e). This sum represents
a proportionate share of the costs of maintaining the Institute as an operating
organization and of the costs of the Senior Executive Education Program and/or
the Executive Leadership and Management Program.

The Federal Executive Institute will make available a maximum of 4 enrollments
in four sessions of the Senior Executive Education Program to be offered in Fiscal
Year 1975, enrollments by session as allocated below; and a maximum of 8
enrollments in four classes of the Executive Leadership and Management Program to
be offered in Fiscal Year 1975, enrollments by class as allocated below. It is further
agreed that nominations for the Programs will be made in accord with criteria
established by the U. S. Civil Service Commission and made available to department
and agency officials.

Seven-Week Senior Executive Education Program

<u>Session 28</u>	<u>Session 29</u>	<u>Session 30</u>	<u>Session 31</u>
9/8/74-10/25/74	10/30/74-12/17/74	3/2/75-4/18/75	5/4/75-6/20/75
<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

Three-Week Executive Leadership and Management Program

<u>Class 1</u>	<u>Class 2</u>	<u>Class 3</u>	<u>Class 4</u>
7/15/74-8/2/74	8/12/74-8/30/74	1/6/75-1/24/75	1/27/75-2/14/75
<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

Accepted by: (1) on behalf of the agency:

Central Intelligence Agency

for Liaison, Office of Finance

(Date) 25 MAR 1974

(2) on behalf of the U. S. Civil Service Commission:

Ronald J. Biglin

Donald Biglin, Director
Bureau of Management Services

March 8, 1974

(Date)

One copy of this agreement should be signed and returned to the Director, Federal
Executive Institute, U. S. Civil Service Commission, Route 29, North Charlottesville,
Virginia, 22903; the other two copies should be retained.

**U. S. CIVIL SERVICE COMMISSION
FEDERAL EXECUTIVE INSTITUTE
SHARED TRAINING FACILITIES AGREEMENT
FOR FISCAL YEAR 1975**

The **Central Intelligence Agency** (Name of Department or Agency) agrees to pay in advance to the U. S. Civil Service Commission the sum of \$ **18,800.00** to be deposited in a Revolving Fund authorized by 5 U.S.C. 1304(e). This sum represents a proportionate share of the costs of maintaining the Institute as an operating organization and of the costs of the Senior Executive Education Program and/or the Executive Leadership and Management Program.

The Federal Executive Institute will make available a maximum of **4** enrollments in four sessions of the Senior Executive Education Program to be offered in Fiscal Year 1975, enrollments by session as allocated below; and a maximum of **8** enrollments in four classes of the Executive Leadership and Management Program to be offered in Fiscal Year 1975, enrollments by class as allocated below. It is further agreed that nominations for the Programs will be made in accord with criteria established by the U. S. Civil Service Commission and made available to department and agency officials.

Seven-Week Senior Executive Education Program

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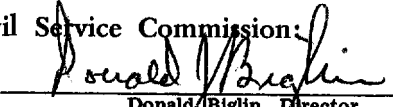
Accepted by: (1) on behalf of the agency:

Central Intelligence Agency
(Name of Department or Agency)


for **Liaison, Office of Finance**

(Date) **25 MAR 1974**

(2) on behalf of the U. S. Civil Service Commission:


Donald Biglin, Director
Bureau of Management Services

March 8, 1974
(Date)

One copy of this agreement should be signed and returned to the Director, Federal Executive Institute, U. S. Civil Service Commission, Route 29, North Charlottesville, Virginia, 22903; the other two copies should be retained.



UNCLASSIFIED

For Release

INTERNAL
USE ONLY

2000/08/04 : CIA-RDP78-04202A000200170001-4



CONFIDENTIAL



SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Executive Secretary
Training Selection Board 1036 CofC Bldg

EXTENSION

3137

NO.

DATE

20 March 1974

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Assistant Director of
Finance for Liaison
605 Key Building

3/25

Attached are an original and two copies of the Shared Training Facilities Agreement between the Agency and the Civil Service Commission covering our shares in the sessions of the Federal Executive Institute for FY 75. Attached also is the memo from our B&F officer certifying funds.

I should appreciate your processing this agreement as soon as possible and returning to me so we can forward it to the CSC prior to 5 April.

7. Executive Secretary
Training Selection Board
1036 Chamber of Commerce

8.

9.

10.

11.

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13.

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15.

PLEASE ADVISE THE CIVIL SERVICE COMMISSION TO SUBMIT AN SF 1080 ON OR AFTER 1 JULY 1974.

ADL/OF
Ext. 2542

Approved For Release 2000/08/04 : CIA-RDP78-04202A000200170001-4

FORM
3-62

610

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U.S. CIVIL SERVICE COMMISSION
FEDERAL EXECUTIVE INSTITUTE

ROUTE 29 NORTH
CHARLOTTESVILLE, VIRGINIA 22903

NR-9726

Mr. Alfonso Rodriquez
Director of Training
Central Intelligence Agency
Washington, D. C. 20505

MAR 8 1974

Dear Rod:

The Bureau of Executive Manpower has informed us of your plans for the purchase of shares in the scheduled programs of the Federal Executive Institute during Fiscal Year 1975. We appreciate your continued support.

Enclosed are an original and two copies of the Shared Training Facilities Agreement. One copy should be signed by your agency's authorized official and returned to the Institute by April 5. The signed Agreement will be transmitted shortly after receipt to the Civil Service Commission's Budget and Finance Division so that they may arrange for transfer of funds to our account shortly after July 1, 1974.

If you should desire amendment to this Agreement during the course of the Fiscal Year for purchase of additional shares, please contact the Agency Officer representing your agency at the Bureau of Executive Manpower.

Cordially yours,

CHESTER A. NEWLAND
Director

Enclosure

20 MAR 1974

MEMORANDUM FOR: Director of Finance
ATTENTION : Assistant Director for Liaison
SUBJECT : Fiscal Year 1975 Shared Training Facilities
Agreement with U.S. Civil Service Commission

This is to certify that the OTR Operating Program for
FY 1975 includes budgeted funds to cover the \$18,800 cost of
the subject agreement. MOR 2001 and Project 5275-9900 apply
to this obligation.

STATINTL



Chief, Budget & Accounts Branch
Office of Training

APPROVED:

AC/Services & Registration Staff
Office of Training

STATINTL

Distribution:

Orig & 1 - Adse
1 - 
2 - B&A